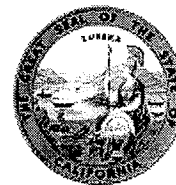


State of California—Health and Human Services Agency  
**Department of Health Services**



California  
Department of  
Health Services

**SANDRA SHEWRY**  
Director



**ARNOLD SCHWARZENEGGER**  
Governor

DATE: APRIL 5, 2007

TO: EXECUTIVE DIRECTORS

RE: GRANTS-IN-AID FOR CLINICS (GIA) PROGRAM  
PROGRESS REPORT INSTRUCTION AND  
FORMS FOR FISCAL YEAR (FY) 2006-2007

The Grants-In-Aid for Clinics Program (GIA) grant agreement requires each grantee to submit two reports describing progress with the Scope of Work. In order to meet that mandate, attached are the Progress Report forms and instructions.

The submission schedule for the reports is:

<u>Report Type</u>	<u>Reporting Period</u>	<u>Due Date</u>
Mid-year	January 1, 2007 – March 31, 2007	May 7, 2007
Final	April 1, 2007 – June 30, 2007	August 1, 2007

The Primary and Rural Health Care Systems Branch (PRHCSB) will utilize the information contained in the reports to evaluate the program's progress and grantee's compliance. The instructions and forms are also located on the GIA website at [www.dhs.ca.gov/GIA](http://www.dhs.ca.gov/GIA).

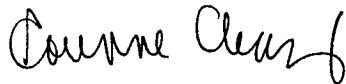
Each grantee should mail their completed report as outlined in the instructions to:

**Grants-In-Aid for Clinics Program  
(Name of your Program Manager)  
1615 Capitol Avenue, Suite 73.460, MS 8501  
P. O. Box 997413  
Sacramento, CA 95899-7413**

Executive Directors  
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April 5, 2007

Should you have any questions regarding the completion of the reports, please contact your Program Manager or me at (916) 449-5770.

Sincerely,

A handwritten signature in black ink, appearing to read "Corinne Chavez". The signature is fluid and cursive, with the first name "Corinne" and last name "Chavez" clearly distinguishable.

Corinne Chavez, Chief  
Grants-In-Aid For Clinics Program  
Rural Health Services Development and  
Seasonal Agricultural and Migratory Workers Programs

Enclosures